



# *Fort Lee Housing Authority*

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1403 Teresa Drive  
Fort Lee, New Jersey 07024  
Tel (201) 947-7400/7401  
Fax (201) 947-9710

## HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

### MINUTES OF SCHEDULED MEETING

**JUNE 5<sup>TH</sup>, 2024**

1. **MEETING** called to order at 6:05 pm by Chairperson, C. Blue, via a Hybrid Meeting on June 5<sup>th</sup>, 2024.
2. Pursuant to the Open Public Meetings Act the Chair read the following statement:

Adequate notice of this meeting has been provided in the following matter:

On June 26<sup>th</sup> a notice of this meeting, setting forth the date, time and location of this meeting was posted on the Housing Authority's officially designated public bulletin board at 309 Main Street, Fort Lee, New Jersey, the authority's website and provided to The Record, The Jersey Journal and The Clerk of the Borough of Fort Lee.

The Secretary is hereby directed to enter into the minutes of this Meeting this public announcement.

3. **Roll Call:**

PRESENT: Commissioners C. Blue, S. Bauer, R. Sohmer, D. Steinberg, E. O'Neill, A. Yook  
ABSENT: J. Blau

4. **Minutes:**

Motion made by S. Bauer, seconded by C. Blue, to approve the Minutes of the meeting of June 5, 2024.

Ayes: C. Blue, S. Bauer, R. Sohmer, D. Steinberg, E. O'Neill, A. Yook  
Nays: None  
Abstain: None  
Absent: J. Blau

July 3, 2024



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## 5. Executive Director's Report:

Mr. Corriston advised the Board that we have been very busy and making progress.

- a. We held a F.L.A.S.H. meeting with both Sherry and Dolores on the Board. The signatories at both TD Bank and at Citizens (formerly Investors Bank) have been changed. Everything is up and running.
- b. The bids came in and the contracts have been awarded to two different contractors for both Harry J. Holtje House Façade and 8<sup>th</sup> St Façade.
- c. We are working together on the HOTMA Program. There are many new policies regarding admission and income. We are revising our administrative plan by choosing the best changes for our program. Procedures may change for our eligibility specialists, to make their jobs easier.
- d. Mr. Corriston met the HUD representative regarding the investigation. We have supplied them with what they have requested. The HUD Auditor is almost done with his final figures. The Board will be going into closed session to discuss this further.
- e. Bids for façade repair were received for both sites. We have been getting water penetration for years and it has been getting worse. They will be resealing the buildings, fixing the wall air conditioning area where water seeps through, masonry work, and caulking. The lowest bid in the sum of \$84,000 was submitted by Punjab Restoration. Our A/E have checked their references and advised that it is appropriate to award the bid to them. We did receive a \$61,000 grant from Community development for this project.
- f. We are coming to the end of the Fire Pump Project. Plans have finally been approved.
- g. Mr. Corriston said he is looking to hire another worker for the office.
- h. We will have to have a meeting next month but since Mr. Corriston will be away on July 3<sup>rd</sup>, he asked if we can meet on July 10<sup>th</sup>. The Board agreed to meet on the 10<sup>th</sup>. Public notice will be given.

Motion made by S. Bauer, seconded by D. Steinberg, to change the meeting date to July 10<sup>th</sup>, 2024.

Ayes:	C. Blue, S. Bauer, R. Sohmer, D. Steinberg, E. O'Neill, A. Yook
Nays:	None
Abstain:	None
Absent:	J. Blau

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## 6. RESOLUTIONS:

- a. The Board approved the following resolutions by consent agenda.
  1. Payment of Bills
  2. Award a contract to Punjab Restoration for Façade improvements at Harry J. Holtje House, 1403, 1405, and 1407 Teresa Drive, Fort Lee, New Jersey in the total of \$99,000.

The motion for approval was made by S. Bauer and seconded by D. Steinberg.

- b. A motion was made by A. Yook and seconded by S. Bauer to enter into closed session to discuss a legal matter regarding personnel at 6:45pm.
- c. The board came out of closed session at 6:54pm

## 7. ADJOURNMENT:

Motion made by R. Sohmer and seconded by C. Blue to adjourn the meeting at 6:55 pm.

Ayes:	C. Blue, S. Bauer, R. Sohmer, D. Steinberg, E. O'Neill, A. Yook
Nays:	None
Abstain:	None
Absent:	J. Blau

Respectfully submitted,

Terrence Corriston  
Executive Director

July 3, 2024